



# County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA  
Chief Executive Officer

## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

September 18, 2012

48 September 18, 2012

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

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First District

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Third District

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Fifth District

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:  
EAST SAN FERNANDO VALLEY FAMILY SUPPORT CENTER PROJECT  
APPROVE SUPPLEMENTAL AGREEMENT  
CAPITAL PROJECT NO. 77190  
(THIRD DISTRICT) (3 VOTES)**

### SUBJECT

The recommended actions will allow the Department of Public Works to continue with the preparation of scoping documents for the procurement of a design-builder for the East San Fernando Valley Family Support Center Project.

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Find this action exempt under the California Environmental Quality Act in accordance with Section 15378(b)(5) of the State Guidelines, as the proposed action is considered a governmental administrative activity that is exempt from the definition of a project and will not result in direct or indirect changes to the environment.
2. Approve and authorize the Director of Public Works, or her designee, to execute Supplemental Agreement 1 to Contract PW-12961 with PBWS Architects in the amount of \$650,000 for architectural and engineering services to prepare design-build scoping documents for the East San Fernando Valley Family Support Center Project, increasing the total not-to-exceed contract amount to \$725,000.

*"To Enrich Lives Through Effective And Caring Service"*

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## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will authorize the execution of Supplemental Agreement 1 for a \$650,000 not-to-exceed amount for Contract PW-12961 with PBWS Architects (PBWS) to provide design-build scoping documents for the East San Fernando Valley Family Support Center Project (Project).

### **Background**

Over the past several years the Departments of Child Support Services, Children and Family Services, Mental Health, Probation, Public Health, Public Social Services, Health Services, and the Chief Executive Office (CEO) Service Integration Branch have been working together to create a seamless service model for families requiring access to County services in the east San Fernando Valley. This new service model will provide multiple social and health services in a single location, and create a one-stop setting to benefit and serve the community versus the current multiple locations servicing the area. The proposed tenant departments have been working closely with the CEO to identify the appropriate programs and staffing to ensure this new service model identifies and addresses client needs.

The proposed Project will be located on a County owned 6.78 acre site at 7501, 7515, 7533, and 7555 Van Nuys Boulevard, Van Nuys. The proposed Project includes the demolition of the existing San Fernando Valley Service Center building and the former Mid-Valley Youth Center building and bowling alley; and construction of an approximately 212,000-square-foot office building, parking structure, and site improvements.

### **Supplemental Agreement**

PBWS was selected as the best qualified firm for the proposed Project. In order to expedite completion of the proposed Project, the Department of Public Works, in coordination with the CEO executed an initial contract with PBWS under delegated authority for \$75,000.

Under the recommended Supplemental Agreement 1, PBWS will continue preparing the design-build scoping documents and will increase the contract by a \$650,000 not-to-exceed amount. The scoping documents will include providing performance specifications for materials, products, and equipment. This supplemental agreement will increase the total not-to-exceed contract amount with PBWS to \$725,000.

We will return to the Board to request approval of the proposed Project scope, budget, and financing recommendations, consider certification of an Environmental Impact Report under California Environmental Quality Act (CEQA); and obtain authorization for PBWS to provide construction administration services.

### **Green Building/Sustainable Design Program**

The proposed Project will comply with the County's Energy and Environmental Policy. The proposed Project will be designed and constructed to achieve the United States Green Building Council's Leadership in Energy and Environmental Design Silver level certification in compliance with adopted Board policy.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1), Fiscal Sustainability (Goal 2), and Integrated Services Delivery (Goal 3) by investing in public infrastructure, which will support the timely delivery of customer-oriented and efficient public services to families of the east San Fernando Valley area by maximizing the effectiveness of process, structure, and operations.

### **FISCAL IMPACT/FINANCING**

The total proposed Project estimated cost is currently being developed. Upon completion and based on a conceptual design, we will return to the Board for approval of a project budget and financing recommendations. The proposed Project development costs, including the recommended Supplemental Agreement 1 to PBWS, are funded by Third Supervisorial District net County cost.

### **Operating Budget Impact**

The proposed Project is estimated to be completed in late 2014. The proposed Project debt service and operational expenses will commence in Fiscal Year 2014-15. The CEO will provide recommendations for the funding of these costs as part of the approval for the current proposed Project budget in October 2012.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Pursuant to the Board's Civic Art Policy of December 7, 2004, and amended on December 15, 2009, the proposed Project budget will include funding to the limit established by the Board to fund civic art for the proposed Project.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed actions are not subject to CEQA. The approval of a supplemental agreement for architectural services is an activity that is excluded from the definition of a project under Section 15378(b) of the State CEQA Guidelines, as it involves an organizational or administrative activity of government not resulting in direct or indirect changes to the environment.

We will return to the Board for certification of the Final Environmental Impact Report and appropriate findings once the environmental review process is complete prior to the commencement of any activities that may constitute a project pursuant to CEQA.

### **CONTRACTING PROCESS**

On May 15, 2012, a Request for Proposals (RFP) was issued soliciting proposals for the preparation of scoping documents for the proposed Project. Five firms submitted proposals that were evaluated by a panel of members from the CEO and the Department of Public Works (Public Works).

On July 25, 2012, Public Works, acting under delegated authority, awarded a consultant services agreement to PBWS for a \$75,000 not-to-exceed amount. The architect's fee schedule, Community Business Enterprise participation data, and 3-year contracting history with the County will be on file with Public Works.

On June 17, 2008, the Board approved the County's use of design-build contracting authority as an option for applicable County construction projects.

During the preparation of the scoping documents, Public Works issued the first part of the RFP to prequalify prospective design-build firms. It is anticipated that the second part of the RFP will be issued in November 2012, following completion of the scoping documents. Following selection of a design-builder, we will return to the Board with a recommendation regarding award of a design-build contract.

Under the County's design-build RFP documents, the County has the opportunity to use all aspects of all submitted proposals by paying a stipend to each qualifying proposer that is not selected for contract award. The proposed stipend for this proposed Project has been set at a \$150,000 amount to be paid to each qualifying proposer (a maximum of two) that is not selected for contract award.

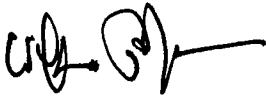
### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of this action will have no impact on existing County services at the site.

**CONCLUSION**

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Project Division; and the Department of Public Works, Project Management Division I.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:RLR:DJT  
DKM:MDS:cvb

c: Executive Office, Board of Supervisors  
County Counsel  
Arts Commission  
Child Support Services  
Children and Family Services  
Community and Senior Services  
Health Services  
Mental Health  
Probation  
Public Health  
Public Social Services  
Public Works